

MEMORANDUM FOR: Executive Director-Comptroller
Deputy Director for Intelligence
Deputy Director for Plans
Deputy Director for Science and Technology
Deputy Director for Support
Deputy to the DCI for the Intelligence
Community
Director of National Estimates
General Counsel
Inspector General
Legislative Counsel

SUBJECT : Health Education Program

1. Executive Order 11612 issued 26 July 1971 prescribes further developments for Federal occupational safety and health programs. In keeping with the intent of this order, I am approving a new Health Education Program developed by the Office of Medical Services to enhance the well-being of employees in relation to their work assignments.

2. The Agency's Health Education Program will seek to help employees become knowledgeable of those risk factors and hazards relating to health which contribute to premature death or disability. It will also provide guidance to assist employees to remain effective in their work and to be, feel and look fit. Panel discussions, slide reviews, movies, video tapes, audience participation groups, exhibits, displays, posters, and professional consultation by physicians, nurses and paramedical personnel will be integrated with the traditional OMS procedures.

3. I desire that supervisors assume an active role in this program by consulting with, advising and assisting employees in the maintenance of their health and effectiveness. More specific guidance for supervisors in this role will be provided as the program develops. Please convey the essence of this memorandum in such manner as you consider appropriate to all employees under your jurisdiction.

Richard Helms
Director

Medical Newsletter